

Guaranteed Emergency Transportation Program

Purpose:

The Guaranteed Emergency Transportation Program (GET) is intended to help make ridesharing, which includes the use of transit, vanpools and carpools, pedestrian commuting and bicycle commuting more appealing than driving alone. Concern about being without transportation when confronted with a personal emergency or unscheduled overtime deters individual participation in these desirable alternatives. San Bernardino County reserves the right to modify or discontinue this program at any time.

Implementation:

At the discretion of an affected county employee's department head, the employee shall be allowed to either drive a county vehicle or be driven by another employee to a location appropriate to the circumstances (e.g., to the employee's residence, to the employee's vehicle, his/her child's school and et cetera). However, the employee shall not be permitted to operate a county vehicle if, in the judgement of the department head, the employee's ability to operate a vehicle is impaired.

Whenever possible, a vehicle under the control of the department will be used. In the event a department vehicle is not available, a motor pool vehicle may be used (909-387-7871) or, after hours, (909-387-7855). The department will be responsible for arranging transportation to the motor pool location. Employees using county vehicles shall comply with the provisions of San Bernardino County Policy 12-04 and Standard Practice 12-04SP governing the operation of county vehicles.

In order to satisfy record keeping requirements of the SCAQMD, a written report of each use of GET is requested from the department head directed to Commuter Services.

Eligibility:

On days when they commute by ridesharing, by foot or by bicycle, employees assigned to work locations subject to a County Trip Reduction Plan approved by the South Coast Air Quality Management District are eligible for emergency transportation from work under any the following circumstances:

- 1) An extraordinary and unanticipated personal emergency for which the department head would permit the employee to take leave during the scheduled work shift.
- 2) Unscheduled overtime
- 3) Ridesharing employees stranded due to the driver being affected by (1) or (2) above.
- 4) In the case of pedestrian and bicycling commuters, the unanticipated onset of violent weather.

For the purpose of this program, the term "county employee" also includes employees of the Preschool Services Department and the Community Services Department. The program applies only to employees who commute to work by ridesharing, bicycling or walking on the day GET is needed.

A fleet vehicle used for a county sponsored carpool or vanpool may not be used for this program unless it may reasonably be expected to be returned prior to the departure time of the pool.